जलस्वराज्य - २ कार्यक्रम.
पाणी पुरवठा व स्वच्छता विभागाच्या संनियंत्रण व मूल्यमापन प्रणालीमध्ये माहिती भरण्याचा कालावधी (Data Entry frequency) व Role protocol निश्चित करणेबाबत.

महाराष्ट्र शासन
पाणी पुरवठा व स्वच्छता विभाग
शासन निर्णय क्रमांकः जस्वप्र-२/१०१९/प्र. क्र. १६७/पापु ११
गोकुळदास तेजपाल रुग्णालय संकुल इमारत, ७ वा मजला,
नवीन मंत्रालय, लोकमान्य टिळक मार्ग, मुंबई ४०००01
दिनांक : १४ फेब्रुवारी, २०२०

वाचा :

१) शासन निर्णय, पाणी पुरवठा व स्वच्छता विभाग, क्र.जस्वप्र-१२१३/प्र.क्र.२००/पापु-११, दि.०४/०१/२०१४
२) कार्यालयीन आदेश क्र. जस्वप्र-२०१३/प्र.क्र.९४/ पापु-११, दि. १५/०५/२०१४
३) शासन परिपत्रक, पाणी पुरवठा व स्वच्छता विभाग क्रमांक: जस्वप्र-२०१४/प्र.क्र.१०९/पापु-११, दि.२५/०४/२०१६
४) शासन निर्णय, पाणी पुरवठा व स्वच्छता विभाग, क्र. संकीर्ण-२०१२/ प्र. क्र. ७२/ पापु-० ७, दि. १/११/२०१२
५) शासन निर्णय, पाणी पुरवठा व स्वच्छता विभाग, क्रमांक : ग्रापाधो-१११४/प्र.क्र.७७/पापु-०७, दि. ०२/०३/ २०१५
६) शासन निर्णय, पाणी पुरवठा व स्वच्छता विभाग, क्रमांक जस्वप्र- ०३१९/ प्र. क्र.४६/ पापु-११, दि.१४/०८/२०१९

प्रस्तावना :-

जागतिक बँकेच्या सहाय्याने राज्यात राबविण्यात येत असलेल्या जलस्वराज्य-२ कार्यक्रमांतर्गत संनियंत्रण व मूल्यमापन प्रणालीचे बळकटीकरण या अंतर्गत, पाणी पुरवठा व स्वच्छता क्षेत्रात राबविण्यात येणा-या विविध योजनांची भौतिक व आर्थिक प्रगतीचे संनियंत्रण करण्याकरिता, या विभागा अंतर्गत कार्यरत विविध यंत्रणा / संस्था / जिल्हे यांच्याकडून एकत्रितरित्या माहिती प्राप्त करण्याच्या अनुषंगाने, या विभागांतर्गत सर्वसमावेशक अशी संनियंत्रण व मूल्यमापन प्रणाली (Monitoring and Evaluation System) विकसित करण्यात आली आहे

(उद्दीष्टपूर्ती आधारित निधी संवितरण निर्देशांकातील (DLIs) मधील DLI #१ नुसार). सदर प्रणाली https://watsan.maharashtra.gov.in या web address वर उपलब्ध आहे.

पाणी पुरवठा व स्वच्छता क्षेत्राअंतर्गत राबविण्यात येणा-या विविध योजनांची प्रगती, सद्यस्थिती, योजना पूर्तता तसेच वित्तीय व्यवस्थापन इत्यादी बाबतची अद्यावत व विश्वासार्ह माहिती जिल्हा, तालुका व ग्राम स्तरावरून वेळोवेळी संकलित करण्यात येत आहे.

सदर प्रणाली यशस्वीरित्या राज्यात कार्यान्वित करणे व भविष्यात सदर प्रणालीचा वापर सुरळीतपणे सुरू ठेवण्याच्या दृष्टीने राज्य स्तरावर तसेच जिल्हा स्तरावर सदर प्रणालीच्या कामकाजाचे संनियंत्रण करणे आवश्यक आहे. यास्तव संदर्भाधीन क्र. ६ येथील शासन निर्णयान्वये, राज्य व जिल्हा स्तरावर संनियंत्रण व मूल्यमापन गटाची स्थापना करण्यात आली आहे.

संनियंत्रण व मूल्यमापन प्रणालीमध्ये वेळेत माहिती भरण्याच्या अनुषंगाने प्रणालीमध्ये माहिती भरण्याचा कालावधी (Data Entry frequency) व माहिती भरण्यास जबाबदार असणारे अधिकारी/ कर्मचारी/तज्ञ (Role protocol) निश्चित करण्याची बाब शासनाच्या विचाराधीन होती. या विषयाच्या अनुषंगाने सर्वंकष विचार करून शासन खालीलप्रमाणे निर्णय घेत आहे.

शासन निर्णय : -

संनियंत्रण व मूल्यमापन प्रणालीमध्ये खालील web based module तयार करण्यात आले आहेत :-

०१. वार्षिक कृती आराखडा व्यवस्थापन (Action Plan Management Module)
०२. भूजल सर्वेक्षण मॉड्यूल (Ground Water Module)
०३. स्वच्छता मॉड्यूल (Sanitation Module)
०४. पाणी पुरवठा मॉड्यूल (Water Coverage Module)
०५. कार्यक्रम व निधि व्यवस्थापन मॉड्यूल (Program and Fund Management Module)
०६. माहिती, शिक्षण व संवाद मॉड्यूल (Information, education and communication module)
०७. योजना व्यवस्थापन मॉड्यूल (Scheme Management Module)
०८. पाणी गुणवत्ता मॉड्यूल (Water Quality Module)
०९. खरेदी व्यवस्थापन मॉड्यूल (Procurement Module)

१०. सर्वेक्षण व्यवस्थापन मॉड्यूल (Survey Management Module)

११. मनुष्यबळ व्यवस्थापन मॉड्यूल (HR Module)

१२. तक्रार निवारण व्यस्थापन मॉड्यूल (Grievance Redressal Management Module)

१३. समाज व्यवस्थापन मॉड्यूल (Social Management Module)

तसेच खालील Mobile app तयार करण्यात आले आहे:-

१) भूजल सर्वेक्षण मोबाईल ॲप (Ground Water Mobile App)

२) स्वच्छता मोबाईल ॲप (Sanitation Module Mobile App)

३) समाज व्यवस्थापन मोबाईल ॲप (Social Management Module Mobile App)

४) पाणी गुणवत्ता मोबाईल ॲप (Water Quality Module Mobile App)

५) पाणी पुरवठा मोबाईल ॲप (Water Coverage Module Mobile App)

६) सर्वेक्षण व्यवस्थापन मोबाईल ॲप (Survey Management Module Mobile App)

०२. संनियंत्रण व मूल्यमापन प्रणालीमध्ये माहिती भरण्याचा कालावधी (Data Entry frequency)- संनियंत्रण व मूल्यमापन प्रणालीमध्ये माहिती मध्ये वेळेत भरण्याच्या अनुषंगाने, माहिती भरण्याचा कालावधी (Data Entry Frequency) निश्चित करण्याकरिता आवश्यक असलेल्या कालावधीचे खालील मुख्य प्रकार करण्यात आले आहेत :-

१. As and when work done (i.e. within ३ days of actual completion of work) (काम पूर्ण झाल्यानंतर ३ दिवसांच्या आत)

२. Daily (दररोज)

३. Fortnightly (दर पंधरा दिवसांनी)

४. Monthly (till १0th of Every month) (मासिक (प्रत्येक महिन्याच्या १० तारखेपर्यंत))

५. Quarterly (Till १0th of April, July, October, January) (त्रैमासिक (एप्रिल, जुलै, ऑक्टोबर, जानेवारीच्या १० तारखेपर्यत))

६. Half Yearly (जुलै, जानेवारीच्या १० तारखेपर्यंत)

७. Yearly (Till End of Financial year/ Till End of calendar year) (आर्थिक वर्षाच्या / कॅलेंडर वर्षाच्या शेवटी)

प्रत्येक मोडूलच्या प्रत्येक स्क्रीन करिता अंतिम करण्यात आलेली Data Entry Frequency सोबतच्या परिशिष्ट क्र १ मध्ये नमूद करण्यात आली आहे.

संनियंत्रण व मूल्यमापन प्रणालीमध्ये माहिती भरण्याची जबाबदारी (Role protocol)-

संनियंत्रण व मूल्यमापन प्रणालीमध्ये या विभागांतर्गत राबविण्यात येणाऱ्या पाणी व स्वच्छता विषयक विविध योजनांची माहिती भरून ती तपासून पुढील कार्यावहीसाठी पाठविण्याचे काम या विभागा अंतर्गत कार्यरत असलेल्या विविध संस्थांच्या (पाणी पुरवठा (खुद्द); भूजल सर्वेक्षण व विकास यंत्रणा; पाणी स्वच्छता व सहाय्य संस्था; महाराष्ट्र जीवन प्राधिकरण) प्रत्येक स्तरावरील (राज्य ते ग्राम पंचायत) संबंधित अधिकारी/ कर्मचारी/ तज्ञ यांच्या द्वारे करणे अपेक्षित आहे. या बाबत प्रत्येक मोडूल च्या प्रत्येक स्क्रीन करिता अंतिम करण्यात आलेले Data Entry Role protocol सोबतच्या परिशिष्ट क्र. १ मध्ये नमूद करण्यात आले आहे.

०३. Data Entry Role protocol व Data entry frequency नुसार संबंधितांनी संनियंत्रण व मूल्यमापन प्रणालीमध्ये Data Entry न केल्यास संदर्भाधीन क्र. ६ येथील शासन निर्णयामधील अनु. क्र. २ मध्ये नमूद केल्यानुसार कार्यवाही करण्यात यावी.

०४. सदर शासन निर्णय महाराष्ट्र शासनाच्या www.maharashtra.gov.in या संकेतस्थळावर उपलब्ध करण्यात आला असून त्याचा संकेतांक २०२००२१४१२२३२६१७२८ असा आहे. हा आदेश डिजीटल स्वाक्षरीने साक्षांकित करुन काढण्यात येत आहे.

महाराष्ट्राचे राज्यपाल यांच्या आदेशानुसार व नावाने.

Jayant Vasant Wani

Digitally signed by Jayant Vasant Wani
DN: c=IN, o=Government of Maharashtra, ou=Water Supply and Sanitation Department, postalCode=400032, st=Maharashtra, 2.5.4.20=ed8411d02826988b56bb8a80c92781268bc4b9d63f894022804b55bd1cea9847, serialNumber=bff25e350ea9446cc7f3b43987f8ffe247e43e10915a7723e889fcc11e2f43eb, cn=Jayant Vasant Wani
Date: 2020.02.14 16:20:29 +05'30'

(जयंत वाणी)
कक्ष अधिकारी, महाराष्ट्र शासन

प्रत :-

१. मा. मुख्यमंत्री, महाराष्ट्र राज्य यांचे प्रधान सचिव, मंत्रालय, मुंबई.

२. मा. मंत्री (पाणी पुरवठा व स्वच्छता) यांचे खाजगी सचिव, मंत्रालय, मुंबई.

३. मा. विधानसभा / विधानपरिषद सदस्य (सर्व), महाराष्ट्र विधीमंडळ सचिवालय, मुंबई.

४. मुख्य सचिव यांचे उप सचिव, मंत्रालय, मुंबई.

५. महालेखापाल, महाराष्ट्र-१ /२ (लेखा परीक्षा/लेखा व अनुज्ञेयता), मुंबई.

६. प्रधान सचिव, पाणी पुरवठा व स्वच्छता विभाग, मंत्रालय, मुंबई.

७. प्रधान सचिव, ग्रामविकास व जलसंधारण विभाग, मंत्रालय, मुंबई.

८. विभागीय आयुक्त, प्रादेशिक विभागीय कार्यालय, पुणे, नाशिक, औरंगाबाद, अमरावती, नागपुर.

९. सदस्य सचिव, महाराष्ट्र जीवन प्राधिकरण, मुंबई.

१०. संचालक, भूजल सर्वेक्षण व विकास यंत्रणा, पुणे.

११. संचालक, पाणी व स्वच्छता सहाय्य संस्था, सिडको भवन, बेलापूर, नवी मुंबई.

१२. संचालक (वित्त), महाराष्ट्र जीवन प्राधिकरण, सिडको भवन, बेलापूर, नवी मुंबई.

१३. मुख्य कार्यकारी अधिकारी, जिल्हा परिषद, सर्व.

१४. उप मुख्य कार्यकारी अधिकारी (पाणी व स्वच्छता), जिल्हा परिषद सर्व.

१५. मुख्य अभियंता तथा विशेष कार्य अधिकारी, पाणी पुरवठा व स्वच्छता विभाग, मंत्रालय, मुंबई.

१६. मुख्य अभियंता, महाराष्ट्र जीवन प्राधिकरण प्रादेशिक विभाग सर्व.

१७. मुख्य अभियंता, ग्रामीण पाणी पुरवठा, जिल्हा परिषद सर्व.

१८. वरिष्ठ वैज्ञानिक, भू. स. वि. य. प्रादेशिक विभागीय कार्यालय सर्व.

१९. निवड नस्ती (कार्यासन पापु-११), पाणी पुरवठा व स्वच्छता विभाग, बेलापूर, नवी मुंबई.

परिशिष्ट क्र १

WATER COVERAGE

	Modules			Role Protocol			Data Entry Frequency						
	Module Name	**Component Name**	**Template/Screen Name**	**Level**	**Checker**	**Maker**	**As and when work done (i.e. within 3 days of actual completion of work)**	**Daily**	**Fortnightly (Till 10th of each month)**	**Monthly (till 10th of Every month)**	**Quarterly (Till 10th of April, July, October, January)**	**Half Yearly (Till 10th of July)**	**Yearly (Till End of Financial year/ Till End of calendar year)**
1	Action Plan Management	Manage Water Coverage Action Plan	Water Coverage Action Plan Definition	District	No Checker	Executive Engineer - ZP,MJP & Senior Geologist (For GSDA Scheme)							1st Jan to 31st March of every year
2	Scheme Management	Manage Schemes	Record Scheme	District	Executive Engineer - ZP,MJP; Senior Geologist	Dy.Engg. ZP, MJP; Assistant/Jr. Geologist							Till 31st March of Every Year
3	Scheme Management	Manage Regional Schemes	Record Regional Scheme	District	Executive Engineer - ZP,MJP	Dy.Engg. ZP, MJP							Till 31st March of Every Year
4	Action Plan Management	Mark Schemes for Action Plan	Scheme Marking	District	No Checker	Deputy Engineer ZP,MJP, Assistant/Jr. Geologist (For GSDA Scheme)							1st Jan to 31st March of every year

5	Action Plan Management	Approve Annual Action Plan	Scheme AAP Approval	District	Executive Engineer - ZP,MJP and Senior Geologist (For GSDA Scheme)	No Maker							End of Financial Year
6	Action Plan Management	Record Water Coverage Monthly Progress Report	Monthly Progress Report	District	No Checker	Deputy Engineer ZP,MJP, Assistant/Jr. Geologist(For GSDA Scheme				Monthly (till 10th of Every month)			
7	Action Plan Management	Approve MPR	MPR Approval	District	Executive Engineer - ZP,MJP and Senior Geologist (For GSDA Scheme)	No Maker				Monthly (till 10th of Every month)			
8	Water Coverage	Manage Scheme Assets	Scheme Assets	District	Executive Engineer - ZP,MJP, Senior Geologist (For GSDA Scheme)	Dy.Engg. RWS, MJP, Assistant /Jr. Geologist(For GSDA Scheme)	As and when work done (i.e. within 3 days of actual completion of work)						

9	Water Coverage	Manage Scheme Assets	Scheme Assets through mobile app	District		Dy.Engg. RWS, MJP, Assistant/Jr. Geologist(For GSDA Scheme)	As and when work done (i.e. within 3 days of actual completion of work)						
10	Water Coverage	Manage Scheme Compliance	Scheme Compliance	District	Executive Engineer - ZP,MJP, Senior Geologist (For GSDA Scheme)	Dy.Engg. RWS, MJP, Assistant/Jr. Geologist(For GSDA Scheme)	As and when work done (i.e. within 3 days of actual completion of work)						
11	Water Coverage	Manage Water Supply Status	Manage Water Supply Status	District	Executive Engineer - ZP,MJP, Senior Geologist (For GSDA Scheme)	Dy.Engg. RWS, MJP, Assistant/Jr. Geologist(For GSDA Scheme)				Monthly (till 10th of Every month)			
12	Water Coverage	Record Functional Status of Scheme Via Mobile App	Water Scheme Asset Status	District	Executive Engineer - ZP,MJP, Senior Geologist (For GSDA Scheme)	Dy.Engg. RWS, MJP, Assistant/Jr. Geologist(For GSDA Scheme)						Half Yearly (Till 10th of July)	
13	Water Coverage	Record O and M Activities of the Scheme	Operation and Maintenance	GP	BDO	Gramsevak							End of Financial Year

14	Water Coverage	Record O and M Assessment and Recovery	Operation and Maintenance Recovery	GP	BDO	Gramsevak							End of Financial Year
	WATER SCARCITY												
15	Action Plan Management		Water Scarcity Action Plan Definition	District	No checker	Executive Engineer - ZP,MJP							Till 15th Jan of Every Year
16	Water Coverage	Manage Tanker Supply	Tanker Supply Details	District	Executive Engineer - ZP	Dy.Engg. RWS,	As and when work done (i.e. within 3 days of actual completion of work)						
	PROCUREMENT												
17	Procurement	Raise Supply Order	Supply Order	State	SE MJP	Sectional Engineer,MJP	As and when work done (i.e. within 3 days of actual completion of work)						
18	Procurement	Update Inventory Against Supply Order	Update Inventory	Division-MJP	Chief Engineer	Deputy Engineer,MJP	As and when work done (i.e. within 3 days of actual completion of work)						

19	Procurement	Transfer Inventory	Transfer Inventory	State	SE MJP	Sectional Engineer,MJP	As and when work done (i.e. within 3 days of actual completion of work)						
20	Procurement	Update Inventory Against TEO	Update Inventory TEO	Division-MJP	Chief Engineer	Deputy Engineer,MJP	As and when work done (i.e. within 3 days of actual completion of work)						
	MANAGE HABITATION												
21	Master	Manage Habitation	Manage Habitation	Block	BDO	BRC							Till 15th Jan of Every Year

SANITATION

	Modules			Role Protocol			Data Entry Frequency						
	Module Name	Component Name	**Template/Screen Name**	**Level**	**Checker**	**Maker**	**As and when work done (i.e. within 3 days of actual completion of work)**	**Daily**	**Fortnightly (Till 10th of each month)**	**Monthly (till 10th of Every month)**	**Quarterly (Till 10th of April, July, October, January)**	**Half Yearly (Till 10th of July)**	**Yearly (Till End of Financial year/ Till End of calendar year)**
1	Sanitation	Manage Household Data	Households	GP	BDO	Gramsevak							Till 15th Jan of Every Year
2	Action Plan Management	Manage Sanitation Action Plan	Sanitation Action Plan Definition	District	No Checker	M&E Specialist (SBM-G)							Till 15th Jan of Every Year
3	Scheme Management	Manage Sanitation Schemes	Record Sanitation Component	District	Dy CEO (WATSAN)	District M & E SBM							Till 15th Jan of Every Year
4	Action Plan Management	Mark Sanitation Schemes for Action Plan	Sanitation Component Marking	District	No Checker	M&E Specialist (SBM-G)							Till 15th Jan of Every Year
5	Action Plan Management	Approve Sanitation Annual Action Plan	Sanitation AAP Approval	District	Deputy CEO - WATSAN	No Maker							End of Financial Year

6	Action Plan Management	Record Sanitation Monthly Progress Report	Sanitation Component Status	District	Deputy CEO - WATSAN	M&E Specialist(SBM-G)				Monthly (till 10th of Every month)			
7	Action Plan Management	Approve Sanitation MPR	Sanitation MPR Approval	District	Deputy CEO - WATSAN	No Maker				Monthly (till 10th of Every month)			
8	Sanitation	Manage Sanitation Assets	Sanitation Assets	GP	BDO	Gramsevak							Till 15th Jan of Every Year
9	Sanitation	Manage Sanitation Assets	Sanitation Assets through mobile app	GP	BDO	Gramsevak							Till 15th Jan of Every Year
10	Sanitation	Mark ODF Villages	Mark ODF Village	Block	BDO	Asst. BDO	As and when work done (i.e. within 15 days of actual completion of work)						
11	Sanitation	Record Community Incentive Disbursement	Incentive Distribution	Block	BDO	Asst. BDO	As and when work done (i.e. within 15 days of actual completion of work)						

12	Sanitation	Record Functional Status of Sanitation Asset	Sanitation Asset Functional Status	GP	BDO	Gramsevak							Till 15th Jan of Every Year
	SURVEY MANGEMENT												
13	Survey Managem ent	Manage Survey Checklist	Configure Survey	District	Deputy CEO - WATSAN, Senior Geologist	M&E Specialist(SBM-G),NRDWP,Assis tant/Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						
14	Action Plan Managem ent	Manage Survey Action Plan	Survey Action Plan	District	No Checker	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						
15	Action Plan Managem ent	Mark Survey for Action Plan	Survey Marking	District	No Checker	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist(For GSDA Scheme)	As and when work done (i.e. within 3 days of actual completion of work)						
16	Action Plan Managem ent	Survey AAP Approval	Survey Approval	State	M&E Expert(SBM, NRDWP), WSSO HQ	No Maker							End of Financial Year

17	Survey Management	Activate Survey	Activate Survey	District	Deputy CEO - WATSAN, Senior Geologist	M&E Specialist(SBM-G),NRDWP ,Assistant/Jr. Geologist	As and when work done (i.e. within 15 days of actual completion of work)						
18	Survey Management	Survey	Conduct Survey	District	Deputy CEO – WATSAN ,Senior Geologist	M&E Specialist(SBM-G),NRDWP ,Assistant/Jr. Geologist	As and when work done (i.e. within 15 days of actual completion of work)						
19	Survey Management	Survey	Conduct Survey through Mobile app	District		M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist	As and when work done (i.e. within 15 days of actual completion of work)						
20	Action Plan Management	Approve Survey Report	Survey Report Approval	District	Deputy CEO - WATSAN, Senior Geologist	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist	As and when work done (i.e. within 15 days of actual completion of work)						

21	Action Plan Management	Manage Survey Progress Report	Survey Progress Report	District	Deputy CEO - WATSAN, Senior Geologist	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist	As and when work done (i.e. within 15 days of actual completion of work)						

GROUND WATER

	Modules			Role Protocol			Data Entry Frequency						
	Module Name	**Component Name**	**Template/Screen Name**	**Level**	**Checker**	**Maker**	**As and when work done (i.e. within 3 days of actual completion of work)**	**Daily**	**Fortnightly (Till 10th of each month)**	**Monthly (till 10th of Every month)**	**Quarterly (Till 10th of April, July, October, January)**	**Half Yearly (Till 10th of July)**	**Yearly (Till End of Financial year/ Till End of calendar year)**
1	Action Plan Management	Manage Water Coverage Action Plan	Water Coverage Action Plan Definition	District	No Checker	Executive Engineer -ZP,MJP & Senior Geologist (For GSDA Scheme)							Till 15th Jan of Every Year
2	Scheme Management	Manage Schemes	Record Scheme	District	Executive Engineer - ZP,MJP; Senior Geologist	Dy.Engg. ZP, MJP; Assistant/Jr. Gelogist							Till 15th March of Every Year
3	Action Plan Management	Mark Schemes for Action Plan	Scheme Marking	District	No Checker	Deputy Enginner ZP,MJP, Assistant/Jr. Gelogist (For GSDA Scheme)							Till 15th March Every Year

4	Action Plan Manage ment	Approve Annual Action Plan	Scheme AAP Approval	District	Executive Engineer - ZP,MJP and Senior Geologist (For GSDA Scheme)	No Maker							End of Financ ial Year
5	Action Plan Manage ment	Record Water Coverage Monthly Progress Report	Monthly Progress Report	District	No Checker	Deputy Enginner ZP,MJP, Assistant/Jr. Geologist(For GSDA Scheme				Monthl y (till 8th of Every month)			
6	Action Plan Manage ment	Approve MPR	MPR Approval	District	Executive Engineer - ZP,MJP and Senior Geologist (For GSDA Scheme)	No Maker				Monthl y (till 10th of Every month)			
7	Water Coverag e	Manage Scheme Assets	Scheme Assets	District	Executive Engineer - ZP,MJP, Senior Geologist (For GSDA Scheme)	Dy.Engg. RWS, MJP,Assistant/Jr. Geologist(For GSDA Scheme)	As and when work done (i.e. within 3 days of actual completion of work)						

8	Water Coverage	Manage Scheme Assets	Scheme Assets through mobile app	District		Dy.Engg. RWS, MJP,Assistant/Jr. Geologist(For GSDA Scheme)	As and when work done (i.e. within 3 days of actual completion of work)						
9	Water Coverage	Manage Scheme Compliance	Scheme Compliance	District	Executive Engineer - ZP,MJP, Senior Geologist (For GSDA Scheme)	Dy.Engg. RWS, MJP,Assistant/Jr. Geologist(For GSDA Scheme)	As and when work done (i.e. within 3 days of actual completion of work)						
10	Water Coverage	Manage Water Source	Water Sources	District	Senior Geologist	Assistant/Jr. Geologist						Half Yearly (Till 10th of July)	
11	Water Coverage	Manage Water Supply Status	Manage Water Supply Status	District	Executive Engineer - ZP,MJP, Senior Geologist (For GSDA Scheme)	Dy.Engg. RWS, MJP,Assistant/Jr. Geologist(For GSDA Scheme)				Monthly (till 10th of Every month)			

12	Water Coverage	Record Functional Status of Scheme Via Mobile App	Water Scheme Asset Status	District	Executive Engineer - ZP,MJP, Senior Geologist (For GSDA Scheme)	Dy.Engg. RWS, MJP,Assistant/Jr. Geologist(For GSDA Scheme)						No Change	End of Financial Year. Not required
13	Water Coverage	Record O and M Activities of the Scheme	Operation and Maintenance	GP	BDO	Gramsevak							End of Financial Year
14	Water Coverage	Record O and M Assessment and Recovery	Operation and Maintenance Recovery	GP	BDO	Gramsevak							End of Financial Year
15	Ground Water	Manage Aquifer Delineation	Aquifer Delineation	District	Senior Geologist	Assistant/ Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						End of Calendar Year
16	Ground Water	Manage Aquifer Planning	Aquifer Management Planning	District	Senior Geologist	Assistant/ Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						End of Financial Year

17	Ground Water	Manage Aquifer Execution	Aquifer Management Execution	District	Senior Geologist	Assistant/ Jr. Geologist	As and when work done (i.e. within 15 days of actual completion of work)						
18	Ground Water	Manage Aquifer O and M Planning	Aquifer O and M Planning	District	Senior Geologist	Assistant/ Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						End of Financial Year
19	Ground Water	Manage Aquifer O and M Execution	Aquifer O and M Execution	District	Senior Geologist	Assistant/ Jr. Geologist	As and when work done (i.e. within 15 days of actual completion of work)						
20	Ground Water	Manage Watershed Delineation	Watershed Delineation	District	Senior Geologist	Assistant/ Jr. Geologist							End of Calendar Year
21	Ground Water	Manage Watershed Planning	Watershed Management Planning	District	Senior Geologist	Assistant/ Jr. Geologist							End of Financial Year
22	Ground Water	Manage Watershed Execution	Watershed Management Execution	District	Senior Geologist	Assistant/ Jr. Geologist	No Change						

23	Ground Water	Manage Watershed O and M Planning	Watershed O and M Planning	District	Senior Geologist	Assistant/ Jr. Geologist							End of Financial Year
24	Ground Water	Manage Watershed O and M Execution	Watershed O and M Execution	District	Senior Geologist	Assistant/ Jr. Geologist	No Change						
25	Ground Water	Manage Hydro Meteorological Station	Hydro Meteorological Station	District	Senior Geologist	Assistant/ Jr. Geologist							End of Financial Year
26	Ground Water	Record Observations at HMS	Observations at HMS	District	Senior Geologist	Assistant/ Jr. Geologist		Daily					
27	Ground Water	Record Well Inventory	Well Inventory	District	Senior Geologist	Assistant/ Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						
28	Ground Water	Manage Ground Water Observation Well	Ground Water Observation Wells	District	Senior Geologist	Assistant/ Jr. Geologist							End of Calendar Year

29	Ground Water	Record Observation Well Reading Via Mobile App	Ground Water Observation Well Reading	District	Senior Geologist	Assistant/ Jr. Geologist			Fortnightly (Till 10th of each month)		Quarterly (Till 10th of April, July, October, January)		
	SURVEY MANGEMENT												
30	Survey Management	Manage Survey Checklist	Configure Survey	District	Deputy CEO - WATSAN, Senior Geologist	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist							Till 15th Jan of Every Year
31	Action Plan Management	Manage Survey Action Plan	Survey Action Plan	District	No Checker	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist							Till 15th Jan of Every Year
32	Action Plan Management	Mark Survey for Action Plan	Survey Marking	District	No Checker	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist(For GSDA Scheme)							Till 15th March Every Year
33	Action Plan Management	Survey AAP Approval	Survey Approval	State	M&E Expert (SBM, NRDWP), WSSO HQ	No Maker							End of Financial Year

34	Survey Management	Activate Survey	Activate Survey	District	Deputy CEO - WATSAN, Senior Geologist	M&E Specialist(SBM-G),NRDWP ,Assistant/Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						
35	Survey Management	Survey	Conduct Survey	District	Deputy CEO - WATSAN, Senior Geologist	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						
36	Survey Management	Survey	Conduct Survey through Mobiile app	District		M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						
37	Action Plan Management	Approve Survey Report	Survey Report Approval	District	Deputy CEO - WATSAN,Senior Geologist	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						

38	Action Plan Management	Manage Survey Progress Report	Survey Progress Report	District	Deputy CEO - WATSAN,Senior Geologist	M&E Specialist(SBM-G),NRDWP, Assistant/Jr. Geologist	As and when work done (i.e. within 3 days of actual completion of work)						

SOCIAL MANAGEMENT

	Modules			**Final Role Protocol**			**Final Data Entry Frequency**						
	Module Name	Component Name	Template/Screen Name	Level	Checker	Maker	As and when work done (i.e. within 3 days of actual completion of work)	Daily	Fortnightly (Till 10th of each month)	Monthly (till 10th of Every month)	Quarterly (Till 10th of April, July, October, January)	Half Yearly (Till 10th of July)	Yearly (Till End of Financial year/ Till End of calendar year)
1	Social Management	Manage Meeting Details	Record Meeting Details	District	Deputy CEO - WATSAN	Social management spl.(JS2), social expert (SBM)(For Non Js2 District)				Monthly (till 10th of Every month)			

2	Social Management	Manage Social Committees	Social Committee	District	Deputy CEO - WATSAN	Social management spl.(JS2), social expert (SBM)(For Non Js2 District)			Monthly (till 10th of Every month)				

	Information, Education and Communication												
	Modules			**Final Role Protocol**			**Final Data Entry Frequency**						
	Module Name	**Component Name**	**Template/Screen Name**	**Level**	**Checker**	**Maker**	**As and when work done (i.e. within 3 days of actual completion of work)**	**Daily**	**Fortnightly (Till 10th of each month)**	**Monthly (till 10th of Every month)**	**Quarterly (Till 10th of April, July, October, January)**	**Half Yearly (Till 10th of July)**	**Yearly (Till End of Financial year/ Till End of calendar year)**
1	Information, Education and Communication	Create Campaign Calendar	Campaign Calendar	State	HOD of WSSO, GSDA,MJP	IEC consultant (WSSO), concerned officials(MJP, GSDA) HQ							Till 15th Jan of Every Year
2	Information, Education and Communication	Create IEC Calendar	IEC Calendar	State	WSSO	IEC consultant (WSSO), concerned officials(MJP, GSDA)							Till 15th Jan of Every Year

3	Information, Education and Communication	Record IEC Physical Progress	IEC Physical Progress	State	HOD of WSSO, GSDA,MJP	IEC consultant (WSSO), concerned officials(MJP, GSDA)	As and when work done (i.e. within 3 days of actual complet ion of work)						
4	Information, Education and Communication	Record IEC Financial Progress	IEC Financial Progress	State	HOD of WSSO, GSDA,MJP	IEC consultant (WSSO), concerned officials(MJP, GSDA)	As and when work done (i.e. within 3 days of actual complet ion of work)						
5	Information, Education and Communication	Create Campaign Calendar	Campaign Calendar	District	Deputy CEO - WATSAN	IEC spl.(SBM, NRDWP)							End of Financial Year
6	Information ,Education and Communication	Create IEC Calendar	IEC Calendar	District	Deputy CEO - WATSAN	IEC spl.(SBM, NRDWP)							End of Financial Year

7	Information, Education and Communication	Record Campaign Physical Progress	Campaign Physical Progress	District	Deputy CEO - WATSAN	IEC spl.(SBM, NRDWP)	As and when work done (i.e. within 3 days of actual completion of work)						
8	Information, Education and Communication	Record IEC Financial Progress	IEC Financial Progress	District	Deputy CEO - WATSAN	IEC spl.(SBM, NRDWP)	As and when work done (i.e. within 3 days of actual completion of work)						
9	Information, Education and Communication	Record IEC Physical Progress	IEC Physical Progress	District	Deputy CEO - WATSAN	IEC spl.(SBM, NRDWP)	As and when work done (i.e. within 3 days of actual completion of work)						

HUMAN RESOURCE MANAGEMENT

	Modules			Role Protocol			Data Entry Frequency						
	Module Name	Component Name	Template/Screen Name	Level	Checker	Maker	As and when work done (i.e. within 3 days of actual completion of work)	Daily	Fortnightly (Till 10th of each month)	Monthly (till 10th of Every month)	Quarterly (Till 10th of April, July, October, January)	Half Yearly (Till 10th of July)	Yearly (Till End of Financial year/ Till End of calendar year)
1	Human Resource Management	Manage Sanctioned Posts	Sanctioned Posts	State	WSSO,GSDA, Jalswarajya	Desk Officer	As and when work done (i.e. within 3 days of actual completion of work)						
2	Human Resource Management	Manage Employee	Manage Employee	State	WSSO,GSDA, MJP	Desk Officer				Monthly (till 10th of Every month)			
3	Human Resource Management	Map Employee to Sanctioned Post	Employee Mapping	State	WSSO,GSDA, MJP	Desk Officer	As and when work done (i.e. within 3 days of actual completion of work)						

4	Human Resource Management	Manage Sanctioned Posts	Sanctioned Posts	District/Block	Deputy CEO – WATSAN/BDO	HRD/CBCD/ABDO	As and when work done (i.e. within 3 days of actual completion of work)						
5	Human Resource Management	Manage Employee	Manage Employee	District/Block	Deputy CEO – WATSAN/BDO	HRD/CBCD/ABDO				Monthly (till 10th of Every month)			
6	Human Resource Management	Map Employee to Sanctioned Post	Employee Mapping	District/Block	Deputy CEO – WATSAN/BDO	HRD/CBCD/ABDO	As and when work done (i.e. within 3 days of actual completion of work)						
7	Human Resource Management	Manage Training Calendar	Schedule Training	State	HoD of WSSO, Jalswrajya, GSDA, MJP,RWS	HRD, Concerned officials of GSDA, MJP,WSSD concerned desk				Monthly (till 10th of Every month)			

8	Human Resource Management	Record Training Execution Details	Training Execution	All level	Concerned officials	Concerned officials	As and when work done (i.e. within 3 days of actual completion of work)						
9	Human Resource Management	Record Training Feedback Details	Training Feedback	All level		Trainee	As and when work done						

FUND MANAGEMENT

	Modules			Final Role Protocol			Final Data Entry Frequency						
	Module Name	Component Name	Template/Screen Name	Level	Checker	Maker	As and when work done (i.e. within 3 days of actual completion of work)	Daily	Fortnightly (Till 10th of each month)	Monthly (till 10th of Every month)	Quarterly (Till 10th of April, July, October, January)	Half Yearly (Till 10th of July)	Yearly (Till End of Financial year/ Till End of calendar year)
1	Program and Fund Management	Rural Fund Management	Rural Fund Management	State	HOD of WSSO,MJP, GSDA, JS2 or any other existing program	Account Cell of WSSO,MJP, GSDA, JS2 or any other existing program	As and when work done (i.e. within 3 days of actual completion of work)						

2	Program and Fund Management	Rural Fund Manageme nt	Rural HQ Fund Management	State	HOD of WSSO,MJP, GSDA, JS2 or any other existing program	Account Cell of WSSO,MJP, GSDA, JS2 or any other existing program	As and when work done (i.e. within 3 days of actual completion of work)						
3	Program and Fund Management	Rural Fund Manageme nt	WSSO HQ to MJP Or GSDA HQ Release	State	Director WSSO	Account Cell	As and when work done (i.e. within 3 days of actual completion of work)						
	GSDA												
4	Program and Fund Management	Rural Fund Manageme nt	Rural GSDA District Or Region Fund Release	State	Director GSDA	Account Cell of GSDA	As and when work done (i.e. within 3 days of actual completion of work)						
5	Program and Fund Management	Rural Fund Manageme nt	Rural Or GSDA Contractor Release From WSSO Or Region Or District	Distric t	Senior Geologist/ Executive Engineer	Account Cell of Senior Geologist/ Executive Engineer	As and when work done (i.e. within 3 days of actual completion of work)						

6	Program and Fund Management	Rural Fund Manageme nt	Rural Or GSDA Committee Fund Release	Distric t	Senior Geologist/ Executive Engineer	Account Cell of Senior Geologist/ Executive Engineer	As and when work done (i.e. within 3 days of actual completion of work)						
7	Program and Fund Management	Rural Fund Manageme nt	Rural GSDA GP Fund Release	Distric t	Senior Geologist	Account Cell, Senior Geologist office	As and when work done (i.e. within 3 days of actual completion of work)						
	MJP												
8	Program and Fund Management	Rural Fund Manageme nt	Rural MJP District Or Region Fund Release	State	Director MJP Finance	Account Cell of MJP	As and when work done (i.e. within 3 days of actual completion of work)						
9	Program and Fund Management	Rural Fund Manageme nt	Rural MJP Division Fund Release	State	MJP-HQ	Account Cell	As and when work done (i.e. within 3 days of actual completion of work)						

10	Program and Fund Management	Rural Fund Manageme nt	Rural District Fund Release	State	HOD of WSSO, JS2,MJP, GSDA or any other existing program	Account Cell of WSSO,JS2, MJP, GSDA or any other existing program	As and when work done (i.e. within 3 days of actual completion of work)						
11	Program and Fund Management	Rural Fund Manageme nt	Rural District Fund Management	Distric t	Dy CEO, WATSAN	Account Cell, ZP	As and when work done (i.e. within 3 days of actual completion of work)						
12	Program and Fund Management	Rural Fund Manageme nt	Rural GP Fund Release	Distric t	Executive Engineer - ZP,MJP	Dy. Accountant ZP,MJP	As and when work done (i.e. within 3 days of actual completion of work)						
13	Program and Fund Management	Rural Fund Manageme nt	Rural Committee to Contractor Release	Block	BDO	Asst. BDO	As and when work done (i.e. within 3 days of actual completion of work)						
	Sanitation												

14	Program and Fund Management	SBM Fund Manageme nt	Sanitation Fund Management	State	Director WSSO	Account Cell	As and when work done (i.e. within 3 days of actual completion of work)						
15	Program and Fund Management	SBM Fund Manageme nt	Sanitation HQ Fund Management	State	Director WSSO	Account Cell	As and when work done (i.e. within 3 days of actual completion of work)						
16	Program and Fund Management	SBM Fund Manageme nt	Sanitation District Fund Release	State	Director WSSO	Account Cell	As and when work done (i.e. within 3 days of actual completion of work)						
17	Program and Fund Management	SBM Fund Manageme nt	Sanitation TSP OTSP DPDC Fund	Distric t	Deputy CEO - WATSAN	Account Cell-DWSM	As and when work done (i.e. within 3 days of actual completion of work)						

18	Program and Fund Management	SBM Fund Manageme nt	Sanitation Block Fund Release	Distric t	Deputy CEO - WATSAN	Account Cell-DWSM	As and when work done (i.e. within 3 days of actual completion of work)						
19	Program and Fund Management	SBM Fund Manageme nt	Sanitation GP Fund Release	Distric t/ Block	Deputy CEO - WATSAN/ BDO	Account Cell of DWSM/ Block office	As and when work done (i.e. within 3 days of actual completion of work)						

Grievance Management

	Modules			**Final Role Protocol**			**Final Data Entry Frequency**						
	Module Name	**Compone nt Name**	**Template/S creen Name**	**Level**	**Checker**	**Maker**	**As and when work done (i.e. within 3 days of actual completi on of work)**	**Daily**	**Fortnigh tly (Till 10th of each month)**	**Monthl y (till 10th of Every month)**	**Quarter ly (Till 10th of April, July, Octobe r, January)**	**Half Yearl y (Till 10th of July)**	**Yearly (Till End of Financi al year/ Till End of calenda r year)**
1	Grievance Redressal Managem ent	Register Grievance Online	Register Grievance	State	No checker	Desk Officer		Daily					

2	Grievance Redressal Managem ent	Register Grievance Online	Register Grievance	District	No checker	Office superintendent		Daily					
3	Grievance Redressal Managem ent	Register Grievance Online	Register Grievance	Block	No checker	Extension officer panchayat		Daily					
4	Grievance Redressal Managem ent	Forward Grievance	Grievance Allocation	State	No checker	Vigilance officer		Daily					
5	Grievance Redressal Managem ent	Forward Grievance	Grievance Allocation	District	No checker	Deputy CEO - WATSAN		Daily					
6	Grievance Redressal Managem ent	Forward Grievance	Grievance Allocation	Block	No checker	BDO		Daily					
7	Grievance Redressal Managem ent	Update Grievance Resolutio n	Grievance Resolution	District/Block/GP	No checker	Concerned officials	As and when work done (i.e. within 1 day of actual completi on of work)						

8	Grievance Redressal Managem ent	Grievance Vigilance	Vigilance Resolution	District/State	No checker	Vigilance officer	As and when work done (i.e. within 1 day of actual completi on of work)						

WATER QUALITY

	Modules			Final Role Protocol			Final Data Entry Frequency						
	Module Name	Compone nt Name	Template/Sc reen Name	Level	Checker	Maker	As and when work done (i.e. within 3 days of actual completio n of work)	Daily	Fortnigh tly (Till 10th of each month)	Monthl y (till 10th of Every month)	Quarterl y (Till 10th of April, July, October , January)	Half Yearly (Till 10th of July)	Yearly (Till End of Financial year/ Till End of calendar year)
1	Water Quality	Manage Water Quality Test Master	Water Quality Test Master	Region	Senior Chemist Directora te ,GSDA	Assistant Chemist, Regional Lab GSDA	As and when work done (i.e. within 3 days of actual completio n of work)						

2	Action Plan Management	Manage Water Quality Action Plan	Water Quality AAP	District	Senior Geologist	District WQ Consultant/ District Lab monitoring officer(Assistant/Jr. Geologist)							Till 15th Jan of Every Year
3	Action Plan Management	Water Quality AAP Approval	Water Quality AAP Approval	State	Water Quality Consultant, WSSO HQ	No Maker							Beginning of financial year i.e. till 15 of April
4	Water Quality	Manage Field Test Kit	Field Test Kit	District	Dy CEO(WATSAN)	WQ Consultant/ WQ expert		Daily					
5	Water Quality	Record Allocation of FTK	Allocation of FTK	District	Dy CEO(WATSAN)	District WQ Consultant or WQ expert		Daily					
6	Water Quality	Record FTK Test Results	FTK Test Results	Sub Division	Dy CEO(WATSAN)	WQ Consultant subdivision		Daily					
7	Water Quality	Record Sample Collection Details	Water Sample Collection	District, Sub division lab	Senior Geologist	District Chemist, SDL Chemist (For sub division Lab)		Daily					
8	Water Quality	Record Lab Test Results	Water Sample Collection Test Result	District	Senior Geologist	Chemist		Daily					

9	Water Quality	Manage Water Quality Lab	Water Quality Labs	District	Senior Geologist	District WQ Consultant/ District Lab monitoring officer(Assistant/Jr. Geologist)	As and when work done (i.e. within 3 days of actual completion of work)						
10	Water Quality	Record Lab Upgradation	Lab Upgradation	District	Senior Geologist	District Lab monitoring officer(Assistant/Jr. Geologist)		Daily					
11	Action Plan Management	Record Water Quality MPR	Water Quality MPR	District	Senior Geologist	District WQ Consultant/ District Lab monitoring officer(Assistant/Jr. Geologist)				Monthly (till 10th of Every month)			
12	Water Quality	Record HQ State Refferal Institute and Other Activity	HQ State Refferal Institute and Other Activity	State	WQ Consultant	No Maker	As and when work done (i.e. within 3 days of actual completion of work)						

PROGRAM MANAGEMENT

	Modules			Final Role Protocol			Final Data Entry Frequency						
	Module Name	Component Name	Template/Screen Name	Level	Checker	Maker	As and when work done (i.e. within 3 days of actual completion of work)	Daily	Fortnightly (Till 10th of each month)	Monthly (till 10th of Every month)	Quarterly (Till 10th of April, July, October, January)	Half Yearly (Till 10th of July)	Yearly (Till End of Financial year/ Till End of calendar year)
1	Program and Fund Management	Rural Fund Management	Rural Program Management	State	HOD of WSSO,MJP, GSDA, JS2 or any other existing program	Concerned Desk of WSSD	As and when work done (i.e. within 7 days of actual completion of work)						
2	Program and Fund Management	SBM Fund Management	Sanitation Program Management	State	Director WSSO	Concerned Desk of WSSD	As and when work done (i.e. within 7 days of actual completion of work)						